

UCM POLICY ON ALCOHOLIC BEVERAGES

updated & approved May 27, 2026

The Unitarian Church of Montpelier (UCM), its Board, and its officers are not in the business of manufacturing, distributing, selling, serving, or furnishing alcoholic beverages.

No alcoholic beverages shall be served on UCM premises unless permission has been obtained and all conditions have been met as follows:

Permission

An individual or entity that wishes to make alcoholic beverages available during an event to be held at UCM may request permission from the Executive Team (ET) to serve alcohol in moderation at the event.

- A. Requests for permission to serve alcohol must be presented to the ET at least one month in advance of an event.
- B. If this privilege is granted, the individual or the entity's representative will sign the UCM Alcohol Permission Form, which is attached and considered part of this policy.

Conditions

1. Per Vermont law, only a professional caterer with the appropriate license from the Vermont Department of Liquor Control and the City of Montpelier may bring alcohol onto UCM premises and serve alcohol to attendees of an event.
2. At least two weeks before the event, the licensed caterer shall provide UCM with:
 - a. a copy of their license;
 - b. proof of acceptable insurance protection to cover possible liability related to the use or abuse of alcohol during or after an event held at UCM.
3. Bring Your Own Beverage (BYOB) is prohibited.
4. Beer, wine, and champagne may be served in moderation.
5. Distilled beverages are not permitted on UCM premises.
6. Food must be served when alcoholic beverages are made available.
7. Underage drinking, as defined by Vermont Law, is prohibited. Alcoholic beverages shall be served by, served to, and consumed by adults only.
8. Alcoholic beverages shall only be served during the hours allowed by Vermont Law.
9. Alcoholic beverages must be provided to event attendees free of charge.
10. Alcoholic beverages shall not be served in the Sanctuary.
11. Alcohol shall not be stored in the UCM building.
12. All plastic, metal, and glass containers must be removed from the premises at the conclusion of the event and, per UCM's Green Sanctuary policy, should be recycled.
13. All relevant documents (license, proof of insurance, etc.) will be kept on file in the Church office.

Alcohol shall not be served or available on the UCM premises at any time except as described above.

**Unitarian Church of Montpelier
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Montpelier, VT 05602
802-223-7861 / ucm.space@gmail.com**

UCM ALCOHOL PERMISSION FORM

Date of Event: _____

If you or an entity for which you are a representative has received approval from the Executive Team to serve alcohol during an event to be held at the Unitarian Church of Montpelier (UCM), the following conditions must be agreed to and upheld:

Conditions

1. Per Vermont law, only a professional caterer with the appropriate license from the Vermont Department of Liquor Control and the City of Montpelier may bring alcohol onto UCM premises and serve alcohol to attendees of an event.
2. At least two weeks before the event, the licensed caterer shall provide UCM's Office and Rental Manager with:
 - a. a copy of their license;
 - b. proof of acceptable insurance protection to cover possible liability related to the use or abuse of alcohol during or after an event held at UCM.
3. Bring Your Own Beverage (BYOB) is prohibited.
4. Beer, wine, and champagne may be served in moderation.
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12. All plastic, metal, and glass containers must be removed from the premises at the conclusion of the event and, per UCM's Green Sanctuary policy, should be recycled.
13. All relevant documents (license, proof of insurance, etc.) will be kept on file in the UCM Office.

I/We understand and agree to abide by the terms and conditions set forth above.

Name of Renter _____

Name of Renter's Representative, if applicable _____

Signature of Renter or Representative _____

Date _____

As a licensed caterer with a permit to serve alcohol at this event, with my signature below I testify that I am fully insured and therefore accept all liability for instances that occur as a result of alcohol consumption during this event.

Business Name of Licensed Caterer _____

Name of Licensed Caterer _____

Signature of Licensed Caterer _____ Date _____

A signed copy of this form must be presented to the UCM Office and Rental Manager at least two weeks before your event, along with a copy of the catering license and the State and/or City permit(s) obtained for this event.